

CM/ECF VERSION 3.0  
(EFFECTIVE 11/25/2006)

The United States District Court for the Northern District of New York upgraded the CM/ECF Application to Version 3.0 of the software effective **November 25, 2006**. Information regarding modifications, enhancements and new functionality available with this new version of the software is summarized below.

## **New Features and Functions**

### **1.0 Displaying Court Site Information to the Public**

Certain court information is now available to public users without first requiring the users to log in to the application. The new Court Information Program is available on the CM/ECF welcome screen. If the user selects this item, the following information is displayed:

- the name of the Court
- the version of CM/ECF the court is currently running
- the date the court went live on CM/ECF
- the file size limitation for documents
- descriptions of public flags
- the court's address, phone number, email address (Help Desk), hours of operation
- the PACER Service Center's address, phone number, and email address

### **2.0 Case Flags on Docketing Screens**

Case flags will now appear during docketing at the top of each docketing screen, under the case number.

### **3.0 Calendar Events Report**

Users can now select natures of suit from the selection screen of the Calendar Events Report. The report was modified so that if any natures of suit are chosen, only civil cases having the associated natures of suit and meeting other selection criteria will appear on the report; no criminal cases will appear. If the user doesn't select any natures of suit (meaning only the blank line of the field is selected), then the report will return all civil and/or criminal cases meeting the other selection criteria.

The Nature of Suit is displayed on the output of the Calendar Events Report as follows:

1:03-cv-00500-NAM-DEP Smith 's Printing v. Jones Trucking  
(Nature of Suit 190-Contract: Other)

#### 4.0 Changes to the Notice of Electronic Filing (NEF)

- **Modify the text that indicates how the notice is delivered:** The wording on the NEF was changed as follows: “Notice will be electronically mailed to:” was changed to “Notice has been electronically mailed to:” and “Notice will be delivered by other means to:”
- **Modify the text used when no document is attached:** The text “No document attached” appears on the NEF when no document/document number exists for the docket entry or when no document is attached but a document number exists. This is pertinent in TEXT only entries, generally made by Court users.
- **Rearrange the order in which information appears on the NEF. Information is now displayed in the following order:**

Case Title  
Case Number  
Filer  
Document Number  
Docket Text  
Notice has been electronically mailed to  
Notice has been delivered by other means to  
Document Description  
Original Filename  
Electronic Document Stamp

- **Modify the transaction information text that appears on the NEF:** If an event is docketed by a court user, the following text appears at the top of the NEF, above the Case Title:

**“The following transaction was entered on MM/DD/YYYY at hh:mm AM (or PM) and filed on mm/dd/yy.”**

If an event is docketed by an attorney user, the following text appears at the top of the NEF, above the Case Title:

**“The following transaction was entered by <Attorney Name> on MM/DD/YYYY at hh:mm AM (or PM) and filed on mm/dd/yy.”**

#### 5.0 Adding Attachments to Documents

When adding attachments during docketing, the instructions for Step 2 were changed to:

**Before proceeding to Step 3, describe the document using the Category List, the**

**Description box, or both.**

## **6.0 PACER ENHANCEMENTS (PUBLIC ACCESS)**

- **Provide the ability to search the U.S. Party/Case Index by Attorney and Party Name:** The extractor was modified so the U.S. Party/Case Index now can be searched by attorney and/or party name. If a user wants to determine which case a particular attorney is involved in, the user still has to access each individual court.
- **Allow PACER Users to require client codes in customized formats:** The PACER Service Center now allows users to set formatting requirements for the Client Code field. Also, PACER users can indicate whether the Client Code should be mandatory when logging into CM/ECF. To implement these new features, PACER users should go to the PACER Service Center website at <http://pacer.psc.uscourts.gov> and click on Account Information.
- **Provide the ability for PACER users to decide whether to always see billing receipt:** PACER users can now determine whether they see billing receipts for every billable transaction. To set their billing receipt preference, PACER users should go to the PACER Service Center website at <http://pacer.psc.uscourts.gov> and click on Account Information.
- **Clarify the ECF/PACER Login Screen:** The ECF/PACER login screen was modified to include more detailed instructions to users, so they will know which login is expected.
- **Searching for Documents within a Case:** PACER users can now access PDF documents for a case without first running a Docket Report. The new View a Document item on the Query menu presents the user with a single text entry field. If the user enters a document number in this field and the document is available to PACER users or to the specific CM/ECF user, the Transaction Receipt is displayed. If the user clicks the View Document button, the document is displayed. This new query provides a way to access documents without first being charged to access the Docket Report.
- **Capture the Source IP Address for each billable transaction:** The CM/ECF billing software now captures the source IP address for each billable transaction, and adds this information to the billing transaction file.